



Amber Moroney
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Board of Library Trustees
 Shirin Baradaran, Chair
 Tom Turner, Vice Chair
 Annette Raphel, Clerk
 Brian Keaney
 Crystal Power
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DEDHAM PUBLIC LIBRARY TRUSTEES MEETING MINUTES
7:00 p.m., October 6, 2022
Endicott Branch of the Dedham Public Library

MEETING CALLED BY	Board of Library Trustees, Dedham
TYPE OF MEETING	Regular monthly meeting
CHAIR	Shirin Baradaran
VICE-CHAIR	Tom Turner
CLERK	Annette Raphel
ATTENDEES	Crystal Power (Trustee)
PUBLIC ATTENDEES	Amber Moroney, Director Jeanette Evans, Friends of the Library Cecilia Emery Butler, Friends of the Library Chair

Comments or Questions: Amber Moroney, amoroney@dedham-ma.gov, 781-493-4299
 Brian Keaney (Trustee) absent
 Tom Turner joined at 7:08 pm
 Underlined items are action items

AGENDA:

Call to Order: 7:05 pm by Chair Shirin Baradaran

Public Input (20 min max) - none

Director's Report

- Circulation numbers are steady with an increase in digital circulation.
- ARIS [Annual Report Information Survey] report was submitted to MBLC in order to be considered for state aid.
- Amber Moroney shared her goal timeline for Key Performance Indicators for the strategic plan initiatives/recommendations.

- Staffing: a part-time library position has been filled; the Per-diem position has not yet been posted which will affect the hours the Endicott branch will be open on Sundays; the part-time archivist position has not yet been acted upon.
- The library is looking at data about program offerings and there was discussion about collecting data about soliciting people's ideas about what would best meet their needs/interests.

Discussion and Vote: Update on Capital Project for the Front of the Main Library

- No update, the most immediate concerns are mortar gaps in the front steps and water back-up near the front windows at the foundation.
- Annette Raphael will follow up after this board meeting in October.

Discussion and Vote: Temporarily Closing the Endicott Branch to Fix the Circulation Desk

- It appears that it is possible for the desk to be repaired on a Saturday, when the branch is closed, and cured on a Sunday, necessitating closure, as this will be minimally disruptive to address an important facilities need, and that the facilities department is willing to absorb the cost.
- Shirin Baradaran made a motion to approve the facilities plan of absorbing the cost of using an outside painter to complete necessary work on a Saturday and to close the branch the following day to complete desk repairs. Crystal Power seconded the motion which was approved unanimously.

Discussion and Vote: 2023-2026 Strategic Plan

- Sept. 29th the plan was submitted to MBLC after the board vote.
- Next steps:
 - Draft of Amber Moroney's eye-catching, easily comprehensible public summary document was shared
 - The board endorsed public sharing of the new goals, vision, and values statements
 - The specifics of the strategic plan work are to point to the progress that the library is making with the promise of more good things to come
 - The Library will have both the Strategic Plan as well as summary documents available.
 - Amber Moroney, with staff members, will work on a press release – what we did and where we are going, explaining the post-Covid comeback of the library
 - town newsletter
 - The Dedham Times
 - The Patch
 - In the libraries
 - The strategic plan will be available on the website.
 - The November newsletter may contain the graphic summary as well as a link to the strategic plan

Discussion and Vote: Forming a Building Committee

- It is important to begin the work of rectifying building problems by identifying deficiencies-walk through and list of what needs to be done.
- The proposed initial small group could include Facilities (perhaps Bernardo Rodriguez, Denise Moroney), Amber, Moroney, a custodian and a Trustee (Crystal Power volunteered).
- Cecilia Butler recalled the substantial appropriation (½ million) for the slate roof fix voted on by a past board.

Discussion and Vote: Review of Snow Day Closing Procedures

- Amber Moroney reported back to the committee about the feasibility of tying library openings to the schools, rather than Town Hall, as both the schools and library share a service mission that can best be delivered in person to populations that include the very young.
- The oversight of library employees is by Town Hall, so it would not be possible to tie library schedules to the schools.
- The library is well aware of the importance of the preferability of in-person service to residents and appreciates the thoughtfulness of reviewing possible alternatives to the current status.
- The current snow-day policy will remain in effect, which ties opening to Town Hall and, on those occasions when Town Hall is not in operation, will be decided by the Library Director in consultation with other town departments and with the chair of the board.

Discussion and Vote: Approval of Minutes from September 8, 2022 and September 29, 2022

- Tom Turner made a motion to approve both sets of minutes with Annette Raphel's small revisions. Crystal Power seconded. Tom Turner, Shirin Baradaran and Crystal Power voted in the affirmative and Annette Raphel, who was absent on September 8th, abstained from voting on the September 8th minutes. The motion passed.

Old/New Business

- The trustees are committed to one of the five recommendations coming from the strategic plan about continuing professional development for the staff and for the trustees. They are especially interested in reviewing roles and boundaries and may see if the MBLC can host a professional development opportunity for the board. This will be part of the trustees' self-examination and evaluation and is particularly important before the upcoming elections in March.

There was no need for an Executive Session.

Schedule Next Meetings, all at 7:00 p.m.:

- November 3rd – Jason Carvaggio, interim Town Treasurer, has been invited and the meeting will be held at the main branch. In advance, trustees should also think about possible library partnerships.
- December 8th (rescheduled from December 1st) at the Endicott branch. Leon Goodwin is invited to talk with the board.
- January 5th at the Main Library

Motion to Adjourn

Tom Turner made a motion to adjourn at 8:30 and Crystal Power seconded, and this was unanimously affirmed.